



# ***TTT Factsheet: Content Drop 1***

## ***Content Drop 1 Contents***

- A001 Learning Pathways
- A002a Welcome to eVA
- A003a High-Level Process Flow
- A003b High-Level Process Flow (for Suppliers)
- A007 Pcard Management
- A008 Key Points: Pcard Management
- A037 Catalog Shopping
- A038 Key Points: Catalog Shopping
- A039 Catalog Group Session (Requisitioners)
- A040 Catalog Assessment (Requisitioners)
- A055 P2P Requisitions: Key Takeaways
- A056 P2P Requisitions Group Session
- A057 P2P Orders I
- A064 P2P Orders Group Session

## ***Key Dates***

All assets in content drop 1 must be reviewed by TTT Program participants (aka “trainers”) by close of business on **Friday, October 15**.

## ***Instructions for Review***

1. Take the opportunity to learn the materials without being overly focused on review.
2. As you are reviewing, make note of any feedback you have regarding the content. What do you think would make this asset better for your end users?
3. Feedback will be captured, but may not be implemented immediately due to timeline constraints.
4. Record feedback using the Content Drop 1 Feedback Form located on the Training website under the TTT section: <https://eva.virginia.gov/train-the-trainer.html>.

## ***Key Points about Content Drop 1***

- This content drop includes training assets from all different modalities.



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- The VILT trainer guide for Catalogs (Requisitioners) is part of this drop. This is the asset you will use to conduct your Independent Teach-backs. For more information about Independent Teach-backs, please see the Independent Teach-backs Factsheet located on the Training website under the TTT section:  
<https://eva.virginia.gov/train-the-trainer.html>.
- There are two (2) other VILT guides in this drop, but the Independent Teach-backs for these VILT guides will be done in later content drops.
- The VILT guides make reference to showing the trainees a demonstration in the new platform. Your access to this environment is forthcoming.
- Please do NOT share these assets with anyone outside of the TTT Program. As a reminder, these assets have not been finalized, and they are not intended for anyone outside the TTT Program until they have been finalized.
- You will NOT be taking this training in an organized learning journey because as trainers you will be reviewing all assets in the eVA Training Curriculum.
- There is a possibility that you will be reviewing some assets out of order. Please try to be flexible, patient, and understanding as our TTT Program is essentially the pilot group for this training. All assets will be organized in order when the training is made available to your end users.